

ADMINISTRATIVE INSTRUCTION
NO. [REDACTED]

25X1A

2 November 1949

SUBJECT: Classification Act of 1949

1. The Classification Act of 1949 establishes a standard plan for the allocation of positions, provides a schedule of rates of compensation and, among many other provisions, exempts the Central Intelligence Agency from the Act.
2. CIA will adhere to the provisions of this Act. Agency positions will be classified in accordance with Civil Service Commission and Agency standards and will be allocated with adherence to basic classification principles and compensation schedules set forth in the Classification Act of 1949.
3. The passage of this Act does not affect the title of your position, your duties or job qualification requirements. The "CAF", "P", and "SP" grades have been merged into a single schedule called "GS" (General Schedule). The "CPC" service grade structure remains unchanged. If your pay has been set by prevailing wage rates or a similar method, it will not be affected by this Act. You will continue to receive periodic pay increases every 52 or 78 weeks, depending upon your grade, providing your service and conduct are satisfactory and your efficiency rating is "Good" or better. Additional one step increases may be given for meritorious service. If you are in "GS-10" or below and are at the top of that grade, you are eligible for a one step longevity increase for each three years you have served at the top of that grade, provided you have been in your present grade (the equivalent or a higher one) for at least 10 years. A conversion chart is attached which informs you of your new "GS" grade and salary rate.
4. All CIA positions, irrespective of nature, type of funds from which paid or geographic location will be classified by the Administrative or Special Support Staff, as appropriate, and will be finally certified and approved by the Personnel Staff.
5. No positions above grade "GS-15" are authorized for CIA. It is not possible at this time to determine if or when such positions will be authorized.
6. The Personnel Director will, in accordance with [REDACTED] (Revised), determine the policy and procedure necessary in effecting the provisions of this Instruction.

25X1A

FOR THE DIRECTOR OF CENTRAL INTELLIGENCE:

[REDACTED]
Executive

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YOUR NEW PAY RATE AND GRADE

Grade & Pay Step			Grade & Pay Step			Grade & Pay Step			Grade & Pay Step			Grade & Pay Step					
Old		New	Old		New	Old		New	Old		New	Old		New			
SP-1			P-1			CAF-10			GS-10			GS-16			CPC-5		
2020 }			CAF-5			4855.80			5000			11200			2573.52		
2086 }			SP-6			4981.20			5125			11400			2648.76		
2152			2974.80			5106.60			5250			11600			2724		
2218			3100.20			5232			5375			11800			2799.24		
2284			3225.60			5357.40			5500			12000			2874.48		
2350			3351			5482.80			5625						2949.72		
2423.04			3476.40			5608.20			5750			GS-17			3024.96		
-----			3601.80									12200			3154		
2152			3727.20									12400			CPC-6		
2218			2118			P-4						12600			2799.24		
2284			CAF-6			CAF-11			5400			12800			2874.48		
2350			SP-7			5232			5600			13000			2949.72		
2423.04			3351			5482.80			5800						3024.96		
2498.28			3476.40			5733.60			6000			GS-18			3100.20		
			3601.80			5984.40			6200			14000			3175.44		
			3727.20			6235.20			6400						3250.68		
			3852.60														
			3978									CPC-1			CPC-1		
			4103.40									1410			3024.96		
												1570			3100.20		
												1500			3175.44		
												1588			3250.68		
															3351		
															3476.40		
															3601.80		